

DOVER TOWNSHIP
BOARD OF SUPERVISORS
MEETING MINUTES
November 22nd, 2021

The Dover Township Board of Supervisors for Monday, November 22nd, 2021, was called to order at 7:02 PM by Chairperson Stephen Stefanowicz in the Dover Township Board of Supervisors meeting room. Supervisors' present were Charles Richards Steve Parthree, Rob Stone and Michael Cashman. Other Township Representatives in attendance were Laurel Oswalt, Township Manager; Charles Rausch, Township Solicitor; Michael Fleming, Township Public Works Director; Terry Myers, Township Engineer; Corey McCoy, CS Davidson; Brooke Scarce, Recording Secretary; and John McLucas, Zoning Officer. There was also 1 member of the public present.

This meeting is being recorded for the purpose of minutes only.

APPROVAL OF THE BOARD OF SUPERVISORS WORK SESSION MINUTES FOR NOVEMBER 8TH, 2021

APPROVAL OF THE BOARD OF SUPERVISORS MINUTES FOR NOVEMBER 8TH, 2021

Motion by R. Stone and seconded by S. Parthree to approve the Work Session Meeting Minutes from November 8th, 2021, Meeting, as presented. **Passed** with 5 ayes.

TREASURER'S REPORT

APPROVAL OF THE WARRANT DATED NOVEMBER 22ND, IN THE AMOUNT OF \$ 161,988.42 (LIQUID FUELS)

APPROVAL OF THE WARRANT DATED NOVEMBER 22ND, IN THE AMOUNT OF \$ 523,984.51

APPROVAL OF THE WARRANT DATED NOVEMBER 22ND, IN THE AMOUNT OF \$ 20,965 (2018 BOND)

Motion by M. Cashman and seconded by C. Richards to approve the above referenced warrant totals. **Passed** with 5 ayes.

PUBLIC COMMENT

Paul Gross, Buchart Horn-Tapping Fee Study

P. Gross was present this evening to discuss the tapping fee study prepared by his office. Last meeting the Board reviewed the study which included a base tapping fee and special purpose tapping fees for Harmony Grove Road and Carlisle Road customers. The special purpose tapping fees were high. The Board wanted numbers run to absorb the cost of the North of the Borough Project into the base fee. The two fees cannot be calculated the same way as the base tapping fee

cannot be built off an estimate. However, taking that concept into consideration he recommended a special purpose tapping fee of \$112.00 could be added to the base amount. After the North of the Borough project is complete, the base fee could be studied again to determine if another increase is needed.

Manager Oswalt stated anyone who is already tapped into the sewer system would just be switched from Dover Borough to Dover Township without having to pay the fees since the residents have already paid to previously connect.

M. Fleming stated there are only going to be a few existing customers that send flow to the new pump station.

S. Parthree questioned if any of the homes on Harmony Grove Road were included in new pump station flows.

P. Gross stated there would not be any homes on Harmony Grove Road coming into the new pump station. They are to have grinder pumps through a low-pressure system.

M. Fleming stated that setting the low tapping fee now will benefit developers in the future.

C. Richards questioned if the \$3,933.00 is a comparable rate for the tapping fees charged in other systems.

P. Gross stated that it is in fair range compared to other Townships and Sewer Authorities that he works with.

ENGINEER'S REPORT, T. MYERS

Discussion of the status of Street Adoptions for the Seasons Phase 1

T. Myers questioned if the Township would be willing to adopt the streets in The Seasons development with the outstanding item of the streetlights that need to be completed.

M. Fleming stated there is still an issue with the one stop sign. It is the wrong size and material.

Manager Oswalt stated that we have cash money in a Township account that can be used if the streetlights are not completed.

C. Richards questioned how much it is going to cost to install the streetlights.

T. Myers stated that it would cost \$20,000.00. MetEd owns and operates the streetlights and then the charges are passed onto the HOA.

R. Stone questioned when the work for the streetlights will be completed.

T. Myers stated there is no committed time from MetEd.

Consensus of the Board was to not adopt the streets for the Seasons Phase 1 until the streetlights are installed and the stop sign is fixed.

ZONING OFFICER REPORT, J. MCLUCAS

Zoning Hearing Board Case 21-1 Thunderbird Terrace-Setbacks in a MHP Discussion regarding appeal.

J. McLucas stated the owner of Thunderbird Terrace appealed his determination on setbacks to the Zoning Hearing Board. The applicant felt that since it's a mobile home park, its really one large lot and therefore no setbacks should apply. The Zoning Hearing Board overturned part of J. McLucas' decision regarding the setbacks.

C. Rausch stated that under the ordinance the reason there is a side setback is so there is side separation from the other mobile homes. There is a 15-foot setback for the front of the mobile homes.

Manager Oswalt stated that when this mobile home park was built the mobile homes that were installed were smaller. Now, the mobile homes that are being built today are larger and do not fit within the footprint of the lot.

J. McLucas stated when you replace the structure it has to be conforming. If you are keeping the exact footprint, you are allowed to replace the structure within that footprint. These new mobile homes are an expansion.

M. Fleming stated that this project will also affect stormwater runoff.

J. McLucas stated that the mobile homes are either doubling in size or increasing in length by at least 20 feet.

J. McLucas is requesting the Board of Supervisors file an appeal to the Zoning Hearing Board decision.

Motion by R. Stone and seconded by M. Cashman to appeal the Thunderbird Terrace- Setbacks in a MHP Discussion. **Passed** with 5 ayes.

Zoning Hearing Board Case 21-2 Admire Road Short Term Rental Discussion.

J. McLucas stated this is the second time an Airbnb use has come to a Zoning Hearing Board meeting. The Zoning Hearing Board ruled in favor of the applicant. A formal copy of the decision will be provided to the Board for consideration for an appeal. The Planning Commission believes this use is the same as operating a single-family dwelling. However, it can make a difference in allowing it dependent on where you reside. Short term Rental regulations were discussed previously and need to be seriously considered for adoption.

Zoning Hearing Board Case 21-3 Solar Energy System Special Exception continuance to December 15th.

J. McLucas stated the meeting will most likely be held at the Dover Middle School. Location still needs determined, but he has a meeting scheduled to see if the Auditorium will accommodate the needs for the meeting, prior to advertising the location.

Approval of modification to Dover Area School Land Development Plan-Waive Street Trees Section 22-1103.5.

This matter was discussed at a previous meeting.

Motion by C. Richards and seconded by M. Cashman to approve the modification to the Dover Area School Land Development Plan- Waive Street Trees Section. **Passed** with 5 ayes.

TOWNSHIP MANAGER REPORT, L. OSWALT

Approval of the Resolution No. 2021-24, adopting the 2022 Budget.

Motion by R. Stone and seconded by C. Richards to approve Resolution No. 2021-24, adopting the 2022 Budget. **Passed** with 5 ayes.

Approval of Resolution No. 2021-25 setting the Real Estate Tax Rate for 2022.

Motion by M. Cashman and seconded by R. Stone to approve Resolution No. 2021-25 setting the Real Estate Tax Rate for 2022. **Passed** with 5 ayes.

Approval of Resolution No. 2021-26 setting all other tax rates, excluding Real Estate for 2022.

Motion by S. Parthree and seconded by M. Cashman to approve Resolution No. 2021-26 setting all other tax rates, excluding Real Estate for 2022. **Passed** with 5 ayes.

Approval of the CDBG Zoning Ordinance Update Grant Contract with York County Planning Commission.

Motion by C. Richards and seconded by M. Cashman to approve the CDBG Zoning Ordinance Update Grant Contract with York County Planning Commission. **Passed** with 5 ayes.

Approval to list the 2001 Pierce Dash Pumper Engine for sale on MuniBid.

Motion by C. Richards and seconded by R. Stone to approve the 2001 Pierce Dash Pumper Engine for sale on MuniBid. **Passed** with 5 ayes.

Recognition of Jenica Kroft's completion of her 6-month probationary period.

Manager Oswalt reported Ms. Kroft successfully completed her probationary period and was now eligible for participation in the employee pension plan.

PUBLIC WORKS DIRECTOR REPORT, M. FLEMING

Andover Utility Project-

M. Fleming stated the project is being bid as a base and an alternate. There were 10 contractors at the Mandatory Pre-Bid Meeting. Total project costs are estimated at 3.5 million. Bids will be opened December 6 for potential award at the December 13th Board of Supervisors Meeting.

Manager Oswalt stated we have \$1.7 million dollars budgeted in sewer and \$800,000 budgeted for water. The remainder of the funds will come from the American Rescue Plan Program.

M. Fleming stated the bid opening is at the Township Building at 10:00 AM on December 6.

Approval of Emergency Replacement of the Boiler for the Township Building

M. Fleming stated that there is no heat in the Township Building due to the boiler no longer working. The Township will need to replace the boiler because it can no longer be fixed.

Motion by R. Stone and seconded by C. Richards to approve the Emergency Replacement of the Boiler. **Passed** with 5 ayes.

MS4 UPDATE

Manager Oswalt stated the York County Stormwater Consortium was able to review and vote on the joint project with West Manchester Township. We were given the funding for permitting and design in the amount of \$235,000.00.

M. Fleming stated the utility work on the Baker Road bridge has started. Since the project started a month later, a revised copy of the road closure was requested.

OLD BUSINESS

Nothing to note.

COMMENTS FROM THE BOARD

M. Cashman shared a rendering of the new headquarters for the Northern Regional Police Department which would be located in Manchester Township.

Rob Stone noted the outstanding issue of appointing an alternate to the Zoning Hearing Board.

Motion by R. Stone and seconded by C. Richards to approve Jonathan Reynolds as the alternate for the Zoning Hearing Board with a term to start January 1, 2022. **Passed** with 5 ayes.

S. Parthree stated information regarding the property on Hilton Avenue and Carlisle Road will be public record within a few weeks.

COMMENTS FROM THE PUBLIC

None to note.

With no further business, Chairman Stephen Stefanowicz concluded the Board of Supervisors meeting at 8:58 PM and the full Board of Supervisors then entered into an Executive Session to discuss personnel evaluations.

Respectfully submitted by: Brooke Scarce

Brooke Scarce, Recording Secretary